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Approved For Release 2003/06/26 : CIA-RDP80R01731R00340080005-6

26 February 1951

MEMORANDUM FOR: Advisor for Management

SUBJECT: Reading Panel

I have made only a preliminary check on the facts involved in this problem and therefore I am inclined to reserve my opinion. Attached is my understanding of the current situation. If this statement is accurate I doubt that there is any serious problem which cannot be corrected through giving current administrative attention to the problem. My feeling, in any event, is that this proposal is not ready for consideration by the Assistant Directors but there needs to be a face to face discussion of the problem by representatives of the interested offices.

JAMES Q. REED
Acting Assistant Director,
Intelligence Coordination

Enclosure

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Existing Reading Panel Arrangements and Practices

1. OCD Reading Panel distributes materials in accordance with guide lists furnished by the several offices, in which they have delineated their several interests. In the instances of RR, SI and CI, a Division routing is indicated. Delivery is actually made to the SI Divisions, direct. Delivery to CI, while actually made to the office of the AD, passes to the Divisions without further processing. Delivery to RR is made to the office of the AD, and is there subjected to a Reading Panel perusal for the purpose of indicating the particular Desk interest before it is passed on down.

2. Material for O/SO and O/PC goes to those offices without further routing breakdown.

3. The foregoing does not relate to the handling and distribution of cables which will become the function of a cable center now being set up.

OSS (intelligence) cables are routed by that office and passed to OCD for ultimate delivery to the addressee. Restricted data, such as AE, is passed by SO to the interested office direct.

4. OCD has satisfactory working relations with the overt offices and they are close enough in fact to give good assurance that the users are satisfied with the distribution service rendered by OCD. As between OCD and OSI there have been more or less frequent discussions leading to a progressive improvement of the service.

5. OCD's contact with OSS and OPC is exceedingly tenuous, since they have access to single liaison contacts only. The extreme autonomous character of OSS and OPC compels that they solve their own problems. OCD can't help them in a situation which does not permit correlation.

JAMES Q. REEDER

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